



CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	<b>Board of Pilot Commissioners</b>
MEETING DATE AND TIME:	Friday, <b>December 9, 2011</b> at <b>1:00 p.m.</b>
PLACE:	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
MINUTES APPROVED:	March 9, 2012

**MEMBERS PRESENT**

Troy Selph, Professional Member, President  
Joseph Morrissey, Professional Member  
Richard Cordrey, Public Member  
Mark Murphy, Public Member  
Bradford Schell, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Kay Warren, Deputy Director  
Frederick Schranck, Deputy Attorney General  
Eileen Heeney, Deputy Attorney General  
Jenn Witte, Administrative Specialist II

**MEMBERS ABSENT**

Thomas Cook, Public Member  
David Brady, Public Member

**ALSO PRESENT**

James Johnson  
James Hukill  
Jonathan Vaughn  
J. Stuart Griffin

**CALL TO ORDER**

Mr. Selph called the meeting to order at 1:04 p.m.

## **REVIEW OF MINUTES**

A motion was made by Mr. Cordrey, seconded by Mr. Murphy, to approve the September 9, 2011 minutes as presented. The motion was unanimously carried.

## **OLD BUSINESS**

### **Pilot Association Apprentice Committee Report**

Mr. Vaughn reported that Mr. Keller continues the pilot training program. Since the Commission's last meeting in September, Mr. Keller has made substantial progress in completing required examinations and other program requirements.

Mr. Vaughn stated that during the past three months Mr. Keller has completed the remaining offsite training requirements. Additionally, he completed all Coast Guard testing and earned federal pilotage for the required routes.

By the end of the week, Mr. Keller will have reduced the number of remaining river transits to be completed to less than forty. He should be ready to take the state examination for sixth class pilot next week and, with continued effort over the following six weeks, complete the program as scheduled.

Mr. Vaughn closed his report in stating that he will notify the Commission immediately should it appear that all requirements will not be met by January 31, 2012.

### **Accidents, Groundings and /or Incidents**

Mr. Morrissey advised the Board that Complaints #03-02-10 and #03-06-10 are all pending, and #03-03-10 is at the Office of the Attorney General.

### **Compliance to Offshore Trip Experience Requirement**

There were no updates.

## **NEW BUSINESS**

### **Election of Board Secretary**

A motion was made by Mr. Morrissey, seconded by Mr. Cordrey, to nominate Mr. Murphy as Board Secretary. The motion was unanimously carried.

### **Review of Consent Agreement**

After review and deliberation, a motion was made by Mr. Cordrey, seconded by Mr. Schell, to accept the Consent Agreement of James Hukill. Mr. Selph, Mr. Morrissey and Mr. Murphy were opposed. The motion did not carry.

### **Complaint Status**

03-02-10-Assigned  
03-03-10-Office of the Attorney General  
03-06-10-Assigned

**OTHER BUSINESS BEFORE THE BOARD**

Mr. Schranck introduced Eileen Heeney as the Board's new Deputy Attorney General and thanked the Board for 24 years as their Deputy Attorney General.

**CORRESPONDENCE**

There was no correspondence.

**PUBLIC COMMENT**

There was no public comment.

**EXECUTIVE SESSION**

There was no need for an Executive Session.

**NEXT SCHEDULED MEETING**

The next meeting will be Friday, March 9, 2012 at 10:00 a.m. in Conference Room A.

**AJOURNMENT**

A motion was made by Mr. Cordrey, seconded by Mr. Murphy, to adjourn the meeting. The motion was unanimously carried. The meeting adjourned at 1:51 p.m.

Respectfully submitted,

Jennifer Witte  
Administrative Specialist II